



लोक हितार्थं सत्यं निष्ठा
Dedicated to Truth in Public
interest

No. AMG II/4th QTP/2023-24/ TP No.- 2153-2156
भारतीय लेखा तथा लेखापरीक्षा विभाग
राज्यालय, प्रधान महालेखाकार (लेखापरीक्षा), केंद्र
बीरचन्द पटेल मार्ग, पटना-800 001

Indian Audit & Accounts Department
Office of the Pr. Accountant General (Audit), Bihar
Beerchand Patel Marg, Patna-800 001

Date: 04.04.2024

Revised Tour programme for Compliance Audit for 4th QTP 2023-24
Sector AMG II/Audit Party No.- 19

Team Members

Sl. No.	Name (Shri)	Designation	ID Card No.
1	Raju Kumar Singh	Sr. AO	BHPTA2080911
2	Vijay Kumar No. 4	AAO	BHPTA3031791
3	Tarun Kumar	AAO	BHPTA3031371
4	Brajesh Kumar	Auditor	BHPTA3031580

Supervising Officer: Shri Raju Kumar Singh, Sr. Audit Officer (BHPTA2080911)

Period of Supervision: 18.01.24 to 29.04.24

Note: Audit of the Entity taken from Last Audit

SL. NO.	Name of the audit entity	Type of Audit	Risk category (Low/Medium/High)	Audit of the entity last audited till	Audit to be conducted during the period with dates of transit		Remarks
					From	To	
1	2	3	4	5	6	7	8
Transit from Patna to Kaimur on 17.01.24							
1	District Education Office, Kaimur	Compliance Audit	A	Feb 23	18.01.24	23.01.24	05 working days (21/01- Sunday)
2	District Programme Office (Estd.), Kaimur	Compliance Audit	C	Feb 23	24.01.24	02.02.24	08 working days (28/01- Sunday, 26/01- Holiday)
3	District Programme Office (MDM), Kaimur	Compliance Audit	C	Dec 16	03.02.24	07.02.24	04 working days (04/02 - Sunday)
Availed transit from Kaimur to Patna on 08.02.2024 and was attached to Headquarter from 08.02.2024 to 13.02.2024. The Party availed transit from Patna to Kaimur on 14.02.2024.							
4	District Programme Office (MDM), Kaimur	Compliance Audit	C	Dec 16	15.02.24	19.02.24	04 working days (18/02 - Sunday)
5	M.S.Odar (Bhabhua)	Compliance Audit & Physical Verification	-	-	20.02.24	22.02.24	03 working days

6	Abhyasarth MS Mohania	Compliance Audit & Physical Verification	-	-	23.02.24	23.02.24	01 working day
<p>Availed transit from Kaimur to Patna on 24.02.2024 and was attached to Headquarter from 25.02.2024 to 16.03.2024 for verification and hyperlinking of KDs related to PA on WBOCW in respect of Bond copy of Audit Report. The Party availed transit from Patna to Kaimur on 17.03.2024.</p>							
7	Abhyasarth MS Mohania	Compliance Audit & Physical Verification	-	-	18.03.24	19.03.24	02 working days
8	UMS Maduma Chainpur	Compliance Audit & Physical Verification	-	-	20.03.24	23.03.24	03 working days (22/03 – Holiday)
9	MS Hata Chainpur	Compliance Audit & Physical Verification	-	-	24.03.24	30.03.24	03 working days (24/03- Sunday; 26/03, 27/03, 29/03 – Holiday)
10	MS Jehanabad Kudra	Compliance Audit & Physical Verification	-	-	01.04.24	03.04.24	03 working days (31/03– Sunday)
11	UMS Amaon Chainpur	Compliance Audit & Physical Verification	-	-	04.04.24	06.04.24	03 working days
12	UMS Sawath Durgawati	Compliance Audit & Physical Verification	-	-	08.04.24	10.04.24	03 working days (07/04– Sunday)
13	Upgraded Girls High School, Durgawati	Compliance Audit & Physical Verification	-	-	12.04.24	15.04.24	03 working days (14/04– Sunday; 11/04- Holiday)
14	MS Mukhraon Nuwaw	Compliance Audit & Physical Verification	-	-	18.04.24	20.04.24	03 working days (16/04, 17/04 – Holiday)
15	UMS Katra Kala Mohania	Compliance Audit & Physical Verification	-	-	22.04.24	25.04.24	03 working days (21/04– Sunday; 23/04- Holiday)
16	District Education Office, Kaimur	Compliance Audit	A	Feb 23	26.04.24	29.04.24	03 working days (28/04– Sunday)
Transit from Kaimur to Patna on 30.04.24							

Note: - Field Party is directed to come to Headquarter on every weekend from place of auditee units at a distance of less than 150 km from headquarter. (Not applicable where boarding/lodging of audit team is in Circuit Houses, Guest House, Inspection Bungalows, messes etc.) {Authority vide Hqrs. Letter no. 3368/BRS/2012 dated 27th June, 2012}. All the field officials have been directed to join the office on declared holiday in State Govt. on Suffix /prefix of weekend only.

2. The Party will perform their respective allotted works/theme work with compliance of instruction/guidelines/SoP issued by this office as well as Ministry of Home Affairs related to Covid-19.

3. In case you are facing any issue in field visit please contact to Group Officer/Nodal office (OIOS)/Headquarters immediately.

4. Audit Team have to submit Desk Review within 2 days of commencement of Audit.
5. For Desk study, Voucher-wise VLC data is to be arranged in ascending/descending order in Excel Sheet and Risk Analysis is to be done on the basis of value of Vouchers item-wise.
6. The last audit of audit entities are to be matched with the data provided by the auditee unit. In case of discrepancies, the same may be intimated to Headquarters immediately.
7. The sampling of schools for audit verification could be done on the basis of number of students enrolled for the year 2022-23 and for this, only U-DISE data is to be used. The sampling may be sent to Headquarter section within one week of commencement of Audit for approval of the Group Officer and subsequent issue of intimation letter to DEO by the office.
8. One IR of District Education Office is to be prepared and the findings of all the other units may be incorporated in the same.
9. Party is directed to provide findings as per the Audit Design Matrix (ADM) circulated in the 3rd Quarter 23-24 and other instructions to Vetting.
10. Any special findings, if any, during the course of audit may be intimated to Group Officer immediately.
11. The findings on Complain and Press Clippings may be submitted to Headquarter section separately after incorporating the same in Inspection Report.
12. Shri Raju Kumar Singh, Sr. AO availed morning transit from Kaimur to Patna on 26.01.24 for attending the meeting on Introductory cum Agenda meeting of Association. He availed afternoon transit from Patna to Kaimur on 26.01.24.

Authority: Sr. Dy. AG/AMG-II dated 12.01.24, dated 15.02.24 & dated 08.04.24

Sd/-

Sr. Deputy Accountant General / AMG II

Copy forwarded to: -

1. Secretary to the Pr. Accountant General (Audit) Bihar, Patna
2. Sr. Audit Officer / Claim / AMS
3. Party concerned
4. Notice Board


Sr. Audit Officer/ AMG-II (Hqrs.)